

 <p><b>LEE VALLEY REGIONAL PARK AUTHORITY</b></p> <p><b>ANNUAL AUTHORITY MEETING</b></p> <p><b>4 JULY 2019 AT 14:00</b></p>	<p><b><u>Agenda Item No:</u></b></p> <p><b>8</b></p> <p><b><u>Report No:</u></b></p> <p><b>A/4272/19</b></p>
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**CALENDAR OF MEETINGS 2019/20**

Presented by the Director of Corporate Services

**SUMMARY**

This report seeks Members approval of the draft calendar of meetings for the Authority and its main committees for 2019/20.

**RECOMMENDATION**

Members Approve: (1) the calendar of meetings for 2019/20 as shown in Appendix A to this report.

**BACKGROUND**

- 1 Every year Members agree the dates of Authority and its main committees for the ensuing year.
- 2 A draft calendar for the year 2019/20 is attached at Appendix A to this report for approval.

**FACTORS AFFECTING DAYS AND TIMES OF MEETINGS**

- 3 With the agreement of Members the majority of the meetings are held on a Thursday during the day.
- 4 The Authority meetings are held quarterly at 2pm on the fourth Thursday of the month.
- 6 The Audit Committee meets three times per year – September, February and June – with the ability to call further meetings as required.
- 7 The Executive Committee meets 12 times per year or as required.
- 8 The Regeneration & Planning Committee meets 6 weekly or as required.
- 9 The Scrutiny Committee meets three times per year or as required.
- 10 All other committees, panels and groups are not timetabled but are called when necessary.

## **MEMBERS' VISITS**

- 11 As in previous years Members' Visits to sites in the Park or outside the Park will be arranged throughout the year, relating to:
- (a) sites where policy decisions will be required during the year;
  - (b) sites where schemes for phased programmes of works over many years are completed/nearing completion; and
  - (c) projects outside the Park for lessons in good practice and for fresh ideas.

## **ENVIRONMENTAL IMPLICATIONS**

- 12 There are no environmental implications arising directly from the recommendations in this report.

## **FINANCIAL IMPLICATIONS**

- 13 There are no financial implications arising directly from the recommendations in this report.

## **HUMAN RESOURCE IMPLICATIONS**

- 14 There are no human resource implications arising directly from the recommendations in this report.

## **LEGAL IMPLICATIONS**

- 15 There are no legal implications arising directly from the recommendations in this report.

## **RISK MANAGEMENT IMPLICATIONS**

- 16 There are no risk management implications arising directly from the recommendations in this report.

## **EQUALITY IMPLICATIONS**

- 17 There are no equality implications arising directly from the recommendations in this report.

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## **APPENDIX ATTACHED**

Appendix A Draft Calendar of Meetings 2019/20

**DRAFT  
CALENDAR OF MEETINGS  
JULY 2019 – JULY 2020**

2019			
4	July	2.00pm	Annual General Meeting
4	July	3.00pm	Audit Committee
18	July	10.30am	Ice Centre or LSC Working Group
18	July	11.30am	Executive Committee
22	August	10.30	Executive Committee
5	September	All day	Member Tour
19	September	10.30am	Ice Centre or LSC Working Group
19	September	11.30am	Executive Committee
19	September	12.30pm	Regeneration & Planning Committee
19	September	1.00pm	Audit Committee
26	September	All day	Member Tour
17	October	10.30am	Ice Centre or LSC Working Group
17	October	11.30am	Executive Committee
17	October	12.30pm	Regeneration & Planning Committee
17	<b>October</b>	<b>2.00pm</b>	<b>Authority</b>
21	November	10.00am	Ice Centre or LSC Working Group
21	November	11.00am	Executive Committee
21	November	12.00noon	Regeneration & Planning Committee
21	November	12.30pm	LSC Service Delivery Workshop
21	November	2.00pm	Scrutiny Committee
19	December	10.30am	Ice Centre or LSC Working Group
19	December	11.30am	Executive Committee
19	December	1.00pm	Budget Workshop
2020			
9	January	10.30am	Budget Workshop (Continued if necessary)
23	January	10.30am	Ice Centre or LSC Working Group
23	January	11.30am	Executive Committee
23	January	12.30pm	Regeneration & Planning Committee
23	<b>January</b>	<b>2.00pm</b>	<b>Authority</b>
27	February	10.00am	Ice Centre or LSC Working Group
27	February	11.00am	Executive Committee

**Appendix A to Paper A/4272/19**

27	February	12.00noon	Regeneration & Planning Committee
27	February	12.30pm	Audit Committee
27	February	1.30pm	Scrutiny Committee
26	March	10.30am	Ice Centre or LSC Working Group
26	March	11.30am	Executive Committee
26	March	12.30pm	Regeneration & Planning Committee
23	April	10.30am	Ice Centre or LSC Working Group
23	April	11.30am	Executive Committee
23	April	12.30pm	Regeneration & Planning Committee
<b>23</b>	<b>April</b>	<b>2.00pm</b>	<b>Authority</b>
21	May	10.30am	Ice Centre Working Group
21	May	11.30am	Executive Committee
21	May	12.30pm	Regeneration & Planning Committee
25	June	10.30am	Ice Centre Working Group
25	June	11.30am	Executive Committee
25	June	12.30pm	Regeneration & Planning Committee
25	June	1.00pm	Audit Committee
25	June	2.00pm	Scrutiny Committee
<b>2</b>	<b>July</b>	<b>2.00pm</b>	<b>ANNUAL GENERAL MEETING</b>

- **All meetings are held at Myddelton House, Bulls Cross, Enfield, EN2 9HG unless otherwise stated – please check agendas for confirmation**